



January 9, 2019

JOHN LEACH DBA LEACH PROPERTY MGMT
POBOX 861
HALLSVILLE TX 75650

John D Leach:

At the unit (809 Jefferson) inspection, the following deficiencies were noted:

1. Living Room - Landlord to install mortise in keyless deadbolt front door install all striker plates. Tenant showed police report stating that previous boyfriend forced door open. Install weatherstripping front and rear door. (Owner Responsible) (Required)
2. Bathroom - Install toilet tank lid that fits properly. (Owner Responsible) (Required)
3. Bathroom - Repair cause of leak drain line. (Owner Responsible) (Required)
4. Bathroom - Repair cause of stoppage so that water will not back up in the tub. (Owner Responsible) (Required)
5. Building Exterior - Checked entire roof for cause of roof leak. (Owner Responsible) (Required)
6. Heating and Plumbing - Pump out all gray water from underneath the home repair cause of leak. (Owner Responsible) (Required)
7. General Health and Safety - Have licensed exterminator come in home assess for rodents and roaches in entire unit. Including attic (Owner Responsible) (Required)
8. Bedroom - (Right-Rear) (Floor 1) Repair all loose windows so not to rattle when wind is blowing. (Owner Responsible) (Required)

For new units and moves all items must be corrected and the re-inspection requested before the tenant's voucher expires. For annual inspections all items must be corrected and the re-inspection requested thirty days from the date of this letter. Any emergency/life threatening (24 hours) repair(s) must be brought into compliance within the allotted timeframe by the responsible party.

It is the responsibility of the OWNER to ensure that all items for which the owner is responsible

CC:

Raven Morgan
809 Jefferson
Longview, TX 75601



are corrected in a timely manner. It is the responsibility of the TENANT to ensure that all items for which the tenant is responsible are corrected in a timely manner. This letter, signed by both tenant and owner, must be returned to the Longview Housing once both parties agree all required repairs are completed. After you have provided Longview Housing with this completed letter, including the "Date Repairs Completed" certification, you must submit the completed form to LHA.

I certify the required repairs were completed on _____

Owner

Tenant

Should all items not be corrected and the re-inspection requested before the tenant's voucher expires, the rental payment will be stopped (abated). No repayments will be made for the period payments are abated. During the period of abatement, the tenant is responsible for ONLY the tenant portion of the rent. Continued noncompliance will result in cancellation of the lease/contract. Longview Housing cannot make payments until required repairs are completed and the unit passes re-inspection. Please feel free to fax this completed form to Housing at (903) 237-1254 or e-mail Tommy Thomas @ tthomas@longviewtexas.gov or upload through [assitancecheck](#).

Thank you,

Tommy Thomas Jr.
City of Longview Housing

CC:
Raven Morgan
809 Jefferson
Longview, TX 75601

